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Proposed Revision of OO/CD and OO/FDD

Records Control Schedules

Description

Disposition Instructions

OO/CD

Item 38. Information Reports

Division reference copies of []

[] series (microfilm record copies of all
Reports are retained by OCR/Library).

Filed by report number.

Temporary. Destroy when no
longer needed for reference,
except reports dated prior
to Jan. 1, 1956

OO/FDD

Item 15. Information Reports

One copy of each information report
. . . produced by the Division. These are
maintained for convenience of reference.
Filed by report number or by title and
category.

a. []

[] reports. Copies are
available from CIA Library

Temporary. Destroy one year
after publication. Official
Agency record copy is on
microfilm in OCR/Library
(Excepted are all reports
published prior to Jan 1, 1958).